

OBTAINING A CERTIFIED COPY OF A MARRIAGE CERTIFICATE

You may obtain, in person or by mail, a certified copy of a marriage certificate from the City Clerk's Office at the following address:

City Clerk's Office
Lowell City Hall, Room 31
375 Merrimack St.
Lowell, MA 01852
(978) 970-4161
www.lowellma.gov

The City Clerk's Office provides copies of marriage certificates Monday-Friday, 8:00AM-5:00PM.

The fee is \$5.00 for a certified copy of a marriage certificate. The City accepts checks or money orders only by mail, and checks, money orders or cash in person. Checks should be made payable to "City of Lowell."

For requests in person at the City Clerk's Office, bring the following information with you:

- the names of the applicants.
- the date of the marriage.
- the date of birth of either applicant.

If parents of either applicant were not married at the time of applicant's birth, please contact the Clerk's Office for further instructions.

For requests by mail, submit the following information:

The names of the applicants_____

The date of birth of either applicant_____

The date of the marriage_____

Your phone number (so we can contact you if necessary)_____

If parents of either applicant were not married at the time of applicant's birth, please contact the Clerk's Office for further instructions to obtain through mail.

Include a self-addressed stamped envelope and mail this form with the \$5.00 fee (check or money order) to the address above.